

LANDFILL OPERATIONS SUPERVISOR

General Definition of Work:

Performs difficult technical and intermediate administrative work in the operation of the County landfill and waste reduction activities and difficult skilled work on a variety of landfill, construction and specialized equipment. Work is performed under the limited supervision of the Sustainability Manager. Supervision is exercised over subordinate personnel.

Essential Functions/Typical Tasks:

Overseeing, supervising, and participating in the operations of the landfill; implementing and enforcing landfill and waste reduction operating rules and regulations; repairing, maintaining and operating heavy landfill equipment; preparing and maintaining files and records.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- Supervises, organizes, and coordinates the daily operations of the County landfill and staff.
- Trains landfill employees on screening, classification and processing of solid waste recyclables.
- Participates in and has substantial influence in evaluating staff, hiring and other employment decisions.
- Serves as lead contact for EPA, NCDENR, OSHA, and NFPA landfill compliance; remains abreast of and ensures compliance with these regulations.
- Estimates the costs of supplies, materials and equipment needed for repairs and improvements.
- Prepares, maintains and administers annual division budget. Monitors invoice coding, tracks spending, and reviews merchant requests for scrap tire reimbursement.
- Develops long term strategies for receiving and marketing recyclable materials; includes participating in the request for contract bids and working with businesses interested in purchasing recyclable construction and demolition waste.
- Oversees and participates in landfill expansions and closures.
- Performs maintenance on both gasoline and diesel powered equipment.
- Installs, disassembles, cleans, repairs, replaces parts, reassembles and tests a variety of drive train equipment.
- Performs major and minor motor tune-up, inserts and adjusts carburetors and lights.
- Completely overhauls gasoline and diesel engines.
- Installs and adjusts new brake linings.
- Replaces parts or entire electrical systems, replaces bulbs and fuses.
- Changes and repairs tires.
- Performs emergency maintenance on County vehicles on the road.
- Welds, cuts and manufactures special tools parts if not commercially available.
- Assists with the development and implementation of operating rules and regulations.
- Researches efficient methods of waste handling and operations.
- Ensures necessary safety precautions, OSHA standards, and other regulations are followed.
- Implements white goods handling and disposal projects.
- Responds to customer inquiries and complaints.
- Operates refuse trucks and landfill equipment as required.
- Assists with snow and ice control as needed.
- Performs inventory of parts and participates in developing, managing, and overseeing landfill annual budget.
- Performs related tasks as required.

Knowledge, Skills and Abilities:

Thorough knowledge of the methods, tools and equipment used in the repair of landfill, construction and maintenance equipment, and vehicles. Knowledge of federal, state, and local regulations pertaining to landfill operations; of applicable safety rules and regulations; of techniques used in management of construction landfill sites; of effective supervisory practices. General knowledge of the principles, practices and trends of solid waste management. Working knowledge of office equipment, computers, and applicable software applications. Skill in the use and operations of tools and machinery used in automotive repair work. Ability to detect by inspection any worn or broken parts; to prepare and maintain accurate records and reports; to adapt available tools and repair parts to specific repair problems; to solve problems within scope of responsibility; to communicate effectively orally and in writing; to follow oral and written instructions accurately; and to establish and maintain effective working relationships with subordinates, associates, and the general public.

Education and Experience:

Requires graduation from high school supplemented by specialized technical training in gasoline and diesel engine repair and considerable experience in repairing heavy and power driven equipment and some experience in landfill or construction and demolition waste management and operations. An equivalent combination of education and experience may be considered.

Physical Requirements:

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects, and some very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, crouching, reaching, standing, pushing, pulling, lifting, grasping, and feeling; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arms length, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, vibration, hazards, and oils.

Special Requirements:

Possession of Manager of Landfill Operations (MOLO) certification from Solid Waste Association of North America (SWANA). Possession of an appropriate weighmaster license. Possession of a class A commercial driver's license valid in the State of North Carolina. Position is a safety sensitive position as defined by the Drug Free Workplace Policy.

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